APPENDIX I

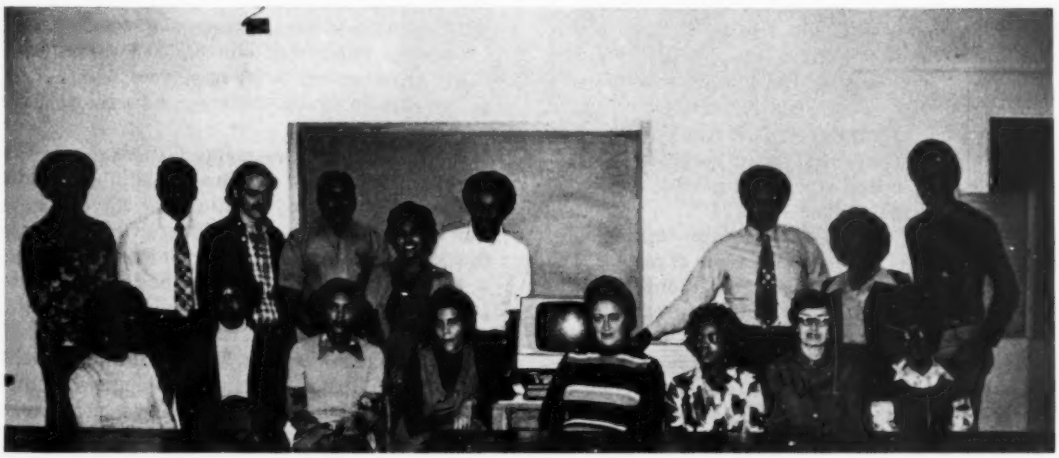
Vol. 33, No. 46, November 15, 1974

MARC EDITORIAL DIVISION
Five Years and 500,000 Entries Later

The MARC Editorial Division data base now holds 500,000 bibliographic entries for both monographs and audiovisual materials, an achievement resulting from five and a half years of hard work. The MARC Editorial staff has successfully handled fluctuating workloads, demanding time schedules, procedural and organizational changes, an increasingly complex format, and an expanding commitment in terms of language, level of bibliographic description (Cataloging in Publication records), and form of material (audiovisual records). In addition, the division has participated in several significant research projects: the development of format recognition, determination of necessary foreign language skills to process foreign language records, and the testing of the Multiple Use MARC System programs.

Five and a half years ago things were simpler. On March 17, 1969, the MARC Production Group, an experimental project under the aegis of the Information Systems Office, became a production operation responsible for the conversion into machine-readable form of all records representing English-language monographs published in the United States and currently cataloged by the Library of Congress. By April 7 of that year, the independent status of the MARC Production Group was formally accomplished when it was transferred from ISO to the Processing Department and redesignated the MARC Editorial Office. Increasing staff experience and expertise soon made it possible to expand the coverage of the program to include all English-language mongraphs currently cataloged by the Library, regardless of place of publication. Response to the new program was favorable, and the number of subscribers increased in the first three months from 34 to 58.

With the successful conversion of current records, the desirability of converting previously cataloged records became evident. In 1969 the Council on Library Resources sponsored a feasibility study conducted by the Recon Working Task Force under the direction of Henriette D. Avram. Among the results published in its report entitled *Conversion of Retrospective Catalog Records to Machine-Readable Form: A Study of the Feasibility of a National Bibliographic Service,* were the recommendations that retrospective conversion should be accomplished as a centralized project and that it should be tested in an operational situation. Consequently, the Library received a grant



Staff members of the division, front row (left to right): Carolyn Rowe, Gerri Foster, Bonita Jordan, Louise Blackman, Claudia Zurkin, Rachel Watkins, Lorraine Holcombe, and Bettye Blakeney. Back row: Daniel Hines, George Gilbert, Dean Brown, Andrew Reid, Betty Stevens, James Dyson, Ferrold Thomas, Lillie Atkinson, and Roland Hill.

from CLR to establish a 24-month pilot project. Administratively, the production aspect of the project became the Recon Production Group of MARC Editorial, while the necessary research and development support came from the MARC Development Office. Recon was to convert to the MARC II format approximately 85,000 English-language monographs cataloged by the Library during 1968 and 1969. The selection and training of the staff began in mid-August 1969.

Various input techniques were to be tested by Recon, and a study of the relative merits of in-house and outside keying was made. While the MARC Keyboarding Unit continued to key the current records, 18,000 Recon records were sent to a commercial keying firm. The delays caused by the necessary control functions made outside keying too inefficient to be feasible. In preparation for expansion into foreign languages, a test of the language skills necessary to convert foreign-language records was conducted; the determination was made that a sound reading knowledge of the relevant language was required, unless some visual aid could be provided on the manuscript card. The most significant experiment concerned a new input technique– format recognition–a programming capability which allows a computer to process unedited records by identifying and delimiting fields and subfields based on location and content of each data string in the record. The elimination of manual editing for those records which could be processed through format recognition simplified and facilitated the input process. (So successful was this experiment that format recognition was officially incorporated in the program for current records in January 1972.) Having proved the feasibility of retrospective conversion–retrospective records were converted and prescribed studies completed, the Recon Unit was dissolved on June 30, 1971.

In addition to English-language monographs, MARC Editorial processes other types of records. The input of Cataloging in Publication records began in 1971. The twice-over handling of CIP records (for the input of the incomplete, preliminary bibliographic description before the book is published, and later when the completed work arrives at the Library for the addition of the collation, other pagination, and update information) makes their processing more time consuming than regular records. As the number of publishers participating in the CIP program grows, this time factor will become increasingly significant.

Another new category of records was added in May 1972 when the processing of audiovisual records began. The LC printed cards for these records are being produced exclusively from the MARC tapes via photocomposition rather than by traditional printing methods. The audiovisual book catalog, *Films and Other Materials for Projection*, is also being produced from the MARC tapes.

Again in June 1973 the scope of the MARC programs was expanded, this time to include French monographs. All French-language records currently cataloged are now being input into the program. In the near future, German, Spanish, and Portuguese records will be added to this list and, by 1976, it will include Italian, Romanian, Dutch, and the Scandinavian languages.

During this time several modifications to the MARC format have been made. Both default and filing indicators have been incorporated into the identification structure. Default indicators are assigned by computer program for the most commonly occurring situation in any given field unless overriden by explicit input, an innovation which simplifies both editing and correction procedures. Filing indicators to denote initial articles and other nonfiling characters in certain fields are used in order that MARC records may be arranged according to conventional library practice. Subject searches for works having a geographic connotation are facilitated by the presence of a geographic area code. Finally, the ISBD(M) (International Standard Bibliographic Description for Monographs), recently adopted by the Library, will aid in the conversion of foreign-language records.

From an initial staff size of 18 in 1969, MARC Editorial has grown to 38 employees, with 17 to be added soon to handle the increased receipts due to language expansion.

There have been two reorganizations due to functional and procedural changes. In 1970, after MARC Editorial had assumed responsibility for the conversion of retrospective records, the office was reorganized into a Recon Unit, a Current Records Unit, and a Keyboarding Unit. Existing positions were upgraded to reflect increased responsibility and assistant unit head positions were created for the Recon and Current Records Units. In July 1972, another reorganization took place, because the adoption of format recognition and single verification had susbstantially changed both work flow and procedure. Responsibilities for input of the records from receipt through verification were divided between the Keyboarding Unit and the Data Preparation and Verification Section; the Quality Control Section was created to monitor the quality of the records and to make error

Front row (left to right): Gloria Hendrix, Annetta Tate, and Susan Little. Back row (left to right): Lawrence Carter, Margaret Patterson (Assistant Chief), James Tyler, and Barbara Roland (Chief).

analyses; and the MARC File Management Section was assigned responsibility for making any necessary corrections, as well as Official Catalog additions and corrections to the master records. At this time the MARC Editorial Office was recognized as a division of the Processing Department and retitled the MARC Editorial Division.

In the Library's future is the change from the present batch processing system to the Multiple Use MARC System. MARC Editorial will be involved in both the continued testing and the detailed planning necessary for what will be a complicated change-over.

Left to right:Brenda Holmes, Helen Allen, Marian Roby, Helen Talbert, Sadie Carr, Blossom Medina, and Donald Byrd. Not pictured: Robert Boege, Anna Buchanan, and Edward Sully.

APPENDIX II

Vol. 33, No. 46 November 15, 1974

REPORT ON THE 38TH ANNUAL MEETING OF THE SOCIETY OF AMERICAN ARCHIVISTS
Toronto, Canada, October 1-4, 1974

Handsomely entertained by both the City of Toronto and the Province of Ontario, more than 600 members of the Society of American Archivists convened for their 38th Annual Meeting at the Royal York Hotel. The program included pre-conference workshops on the arrangement and description of archives, establishing a microfilm program, conservation of visual materials, records management, administration of an archival or manuscript repository, oral history, organization of non-textual materials, and conservation and restoration of records on paper.

CONSERVATION OF VISUAL MATERIALS

This pre-conference workshop met on Tuesday morning, October 1, under the chairmanship of Marsha Peters of the Rhode Island Historical Society. The first speaker, Henry G. Wilhelm of the East Street Gallery, discussed the problems archivists have in preserving contemporary photographic materials, including newspaper photographs, stabilized prints, and black-and-white and color polaroid prints. He described various rewashing, refixing, and toning techniques which help to lengthen the life of these relatively impermanent materials.

The second speaker, Jose Orraca of the George Eastman House, talked about the philosphy of conservation and the special problems involved in the preservation of diacetate and triacetate film. Mr. Orraca emphasized the importance of preserving the artistic and historic integrity of the objects which archives receive. He felt that archivists should not take it upon themselves to alter photographs by changing their character with toning and other techniques, or by permanently removing them from their original albums or mountings.

The third speaker, Arnold Schieman from the National Film Board of Canada, talked about the preservation of motion picture materials. He pointed out that, in contrast to photographic materials, where the original object is of great importance, the only way to preserve nitrate motion picture film is to copy it. Once this is accomplished the original material becomes of secondary importance to the newly created safety master copies. Mr. Schieman also described a method he is adapting from the Vacuumate Corp. process for stretching shrunken film so that it may be copied and viewed on standard equipment. The process also helps to reduce the visibility of scratches and abrasions on the film, but does not replace the wet gate process which was specifically designed for that purpose. [*Harriet W. Aveney*]

ORGANIZATION OF NON-TEXTUAL MATERIAL

This pre-conference workshop was held Tuesday afternoon again under the chairmanship of Marsha Peters. The first speaker, Leslie C. Waffen of the National Archives and Records Service, described various types of sound recordings which the archivist may find in his collections. The best method currently available for preserving them and making them available to researchers is to transfer them to tape. The archivist should make and keep a master of each recording which then can be used to generate copies for research use.

The second speaker, Harriet Aveney of the Library of Congress, described a pilot project for the computerized cataloging of films in the Library's collections with the use of the MARC film format. She noted three basic types of information which an archives needs for each of the film titles in its collections: filmographic (production, release, date, cast and credits, subject analysis, etc.); technical (film emulsion, film base, deterioration rate, shrinkage, completeness, scratches, etc.); and archival (date of acquisition, source, restrictions, etc.). The Motion Picture Section, which houses the Library of Congress film archives, discovered that the MARC-LC system with its batch mode worked best for the static filmographic and archival information which did not require constant update. The increase in the number of access points for each title and the improved data manipulation capabilities of the computerized records were the great advantages which the Motion Picture Section saw in the MARC system.

The third speaker was Andrew Birrell of the Public Archives of Canada who utilized 35mm slides to show various problems of photographic preservation and storage which archives encounter. He also outlined the cataloging processes followed by the Public

Archives of Canada in providing public access to their materials. [*Harriet W. Aveney*]

RECORDS MANAGEMENT

Part I of the pre-conference workshop met on Tuesday morning. The presentations were made by Morland Rees, Ontario Ministry of Transportation and Communication, and J. Trevor Harrison, Canada Permanent Trust Company.

Mr. Rees gave an overview of records management, stating that the development and formalization of records management had been influenced not only by the paperwork explosion but also by the need to obtain information accurately and quickly for management decisionmaking at a reasonable cost. He equated records management with information management. As the format of records has changed through computer and microphotographic technology—and subsequently the linking of these two to provide COM (Computer Output Microfilm)—records management seems to be a natural catalyst for the blending of the activities of the management system designer, the records manager, and the archivist to meet the overall administrative requirements in efficient information management.

Mr. Harrison reviewed some of the basic aspects of records management of directives and communications. He indicated that in forms control there are three major areas of concern: procedural simplification, cost (including stationery and printing), and agency image. In preparing directives, procedural manuals, and related material one should be mindful of the need for rapid retrieval and easy readability. The indexing system for such documents must be kept simple. He briefly described a six-digit system that would accommodate one million procedures. In conclusion he called attention to basic principles of good composition which would result in more effective communication. [*Ida F. Wilson*]

DOCUMENTING AMERICAN CULTURES THROUGH THREE GENERATIONS

On Wednesday morning, October 2, during this opening plenary session, welcoming remarks were heard from F. Gerald Ham, SAA President, and A. Robert N. Woadden, Chairman of the 1974 Local Arrangements Committee. Lucile M. Kane of the Minnesota Historical Society, chairwoman for the session, introduced Herman Kahn of Yale University, who spoke on "The First Generation: The Autodidact." Mr. Kahn spoke of the young historians who began work as archivists in the National Archives in 1936. He described them as being largely self-taught except for two teachers, Waldo G. Leland and Solon J. Buck, and one book by Hilary Jenkinson. Mr. Kahn said that the most difficult issue that faced his generation was deciding what material to keep and what to destroy. The image of the archivist, an unfamiliar word to many Americans, concerned Mr. Kahn's generation, which constantly had to define "archivist."

Frank Evans of the National Archives and Records Service spoke of "The Second Generation: The Teachers and the Taught," embracing those who entered the profession in the 1950's and early 1960's. He described them as persisting in the tradition of the first generation with five major areas of change. The concept of archives expanded to include a role as collector, and the "activist archivist" was widely discussed, particularly the pros and cons of partisanship and his role in the artificial creation of archives. The place of the archival agency in the government structure changed and now varies greatly, with many archival programs becoming a part of cultural rather than administrative agencies. The second generation has given much attention to fundamentals, especially the development of new techniques for the description of archives and expansion of formal archives education programs.

Andrea Hinding of the University of Minnesota, Social Welfare History Archives, spoke on "The Third Generation: War, Choice and Chance." She described the third generation, those who entered the archival profession after 1964 and who felt the impact of the reform movements of the 1960's particularly the Civil Rights Movement, the Vietnam War Protest, and the Women's Movement. She stated that this generation has introduced egalitarianism, questioning of authority, and bluntness, each of which is needed but also needs to be tempered by good manners. Furthermore, it has led the movement for diversity and encouraged archivists to be active in the documentation of all kinds of history and cultures that have not been documented previously. [*Carolyn H. Sung*]

THE ARCHIVISTS AND THE PUBLIC INTEREST

On Wednesday afternoon, this session under the chairmanship of Mary Lynn McCree, University of Illinois at Chicago Circle, drew a large audience. Edward Weldon, editor of *The American Archivist*, spoke on "Zion and Gomorrah." He reviewed the role of records in the 1960's, noting that genealogy became respectable, collecting policies diversified, and

the public's record consciousness raised by the basic reform movements of the 1960's and by Watergate. He also spoke of the dilemmas facing archivists, the two most important being protecting individual privacy while protecting the public's right to know and the shortage of space, energy, paper, chemicals, and salaried staff, all essential to archival activity. Mr. Weldon reflected that great periods of archival activities occurred during the Depression and World War II and speculated that patron saints of archivists should be the Four Horsemen of the Apocalypse, because archival progress has not infrequently come as the result of disaster, fire, floods, famine, and war. Mr. Weldon concluded optimistically, despite the uncertainty about many aspects of records, that a strong community of archivists open and responsive to the ethical implications of its actions is a definite public asset.

J. Frank Cook, archivist of the University of Wisconsin, spoke on "Private Papers of Public Officials: An Analysis of the Archivist's Dilemma." He chronicled the events regarding former President Nixon's tax deduction for his Vice Presidential papers and surveyed the literature on the subject of private versus public ownership of presidential papers. Indeed this paper was used to support a resolution offered by Mr. Cook in the annual business meeting for the SAA to support the proposition that all papers of elected Government officials prepared while in office are public records owned by the people.

Richard Jacobs, Assistant to the Assistant Archivist for Presidential Libraries at the National Archives, commented on Mr. Cook's paper and pointed to some of the difficulties in public ownership of papers of elected officials. He supported the record of the Presidential Libraries in regularizing the preservation and early access to historical documentation. He mentioned pending legislation regarding the ownership of papers of elected officials and generally supported H.R. 16902, introduced by Rep. John Brademas of Indiana to create a one-year study commission to recommend legislation on this issue. Charles Morrissey of the Vermont Historical Society found the controversy over Presidential papers healthy, possibly leading to new and constructive measures.

[*Carolyn H. Sung*]

RECORDS MANAGEMENT AND ARCHIVES

This session on Wednesday afternoon was under the chairmanship of Edie Hedlin, Ohio Historical Society, who stated the speakers would address themselves to common goals and the interdependence of records managers and archivists in the documentation process, presenting their views on points of conflict and agreement.

Thornton Mitchell, North Carolina Division of Archives and History, opened his presentation with the statement that points of contact between the archivist and records manager can be referred to as the points of conflict. The differences, in his opinion, are insignificant. The problems stem from lack of communication, professional jealousy, salary level, and the organizational location and involvement of each. Early understandable communication may resolve several if not all of these problems.

Cleo A. Hughes, Tennessee State Library and Archives, stated that before records are accepted for archives, guidelines should be well established. She emphasized the need to have appropriate enabling legislation, and suggested that the archivist-records manager should initiate efforts for such action. She stressed the need for clearly defined authority concerning access and control of records to reduce friction and render service. [*Ida F. Wilson*]

IMPACT OF CHANGING MEDIA ON DOCUMENTATION

This Thursday morning session on October 3 was under the chairmanship of Robert H. Westmore, Ministry of Government Services, Ontario, who established the topics to be covered by each speaker in the discussion of implications of changing technology and media for the preservation and retrieval of vital information.

Ben Cramer, City of Toronto, stated that records managers continue to be more concerned with technology rather than information. Hard copy is becoming an anachronism today. COM, he stated, was no longer used only as a means of security but also as a means of service. Other developments were outlined, including photocomposition from text processing and word processing systems. In this connection, he briefly mentioned STAIRS, an IBM computer system having on-line retrieval and producing camera copy using various formats and fonts.

George S. Rolfe, Canadian Department of Industry, Trade, and Commerce, spoke on metric measure conversion. He stated that the United States along with some African countries is still not on the metric measuring system. Canada is already in the process of metric conversion. At the present rate, 1977 should be their peak year with 1980 seeing the metric system conversion completely accomplished. Metric conversion should result in significant paper cost savings.

Ed Johnson, Florida Bureau of Archives and Records Management, spoke of the problem of the archivist with the computer record. He spoke of the prospect of our society becoming a paperless one—as has been the case with the cathode ray tube replacing hard copy. Economic, human, social, and logistic concerns become apparent in such an advanced technology, where records can be created, stored, retrieved, and disposed of without the use of paper. Archivists who do not grow with technology are not discovering the true record value of documentation being generated. [*Ida F. Wilson*]

FAMILY HISTORY

Some new approaches and problems beginning to confront the profession were brought out at a session on Thursday morning entitled "Family History: Perspectives on a New Field by a Teacher, a Researcher, and an Archivist." Gould Colman of Cornell University introduced the first speaker, Kirk Jeffrey, Assistant Professor of History at Carleton College, who spoke on "The Varieties of Family History." Drawing on his experience in assigning family history projects to his students, he emphasized that family history is more than genealogy and often broadens to include local and regional history. He also discussed two forms of pursuit of family history—the cultural approach, which generally focuses on sub-topics such as the role of women and child raising, and the quantitative approach, which tends toward a broader perspective and utilizes demographic analysis and historical population studies and can indicate social change over a long period of time.

The second speaker, David H. Culbert, Assistant Professor of History at Louisiana State University, in his paper, "Generating Historical Materials in the Classroom," spoke more specifically on family history projects done by students and the value of completed projects for future historical research. Although these projects are usually amateur undertakings and can relate to a wide variety of topics, Mr. Culbert maintained that they should be preserved in archives because they can provide an understanding of the life of an entire family over many generations as well as a new method for understanding America's past. In addition, there was the possibility that primary source material would come into the archives with a project.

David E. Kyvig, Assistant Professor of History at the University of Akron and Director of its American History Research Center, addressed himself to the topic "Family History: New Opportunities for Archivists." While agreeing with Mr. Culbert that family history projects ought to be preserved, he recognized problems for the archivist in doing this, which included the archivist's duty to protect the donor and impress the researcher with the rights to privacy and confidentiality of the donor and his family. Mr. Kyvig stressed the need of the archivist to be actively involved in the creation of the material as well as the collection and service of it in order to provide research material covering a meaningful sample of the population and including a wide range of data that may be useful in historical research. Along with Mr. Culbert, Mr. Kyvig stressed the importance of the deed of gift and the assignment of literary rights in any family history collection, and the production of adequate reference tools to facilitate its use.

Comments on the papers were made by Ellen DuBois, Assistant Professor of History at the State University of New York at Buffalo, who chided the speakers for subordinating the role of women in family history and stated that women's history is separate from family history, and family historians need to look at women as active producers of social change. John Modell, Curator of the Anonymous Families History Project at the University of Minnesota, spoke of family history as introducing a new pedagogy by involving people in something immediate to them, and of the difficulty of making available existing records that can document social change.

[*Anita Nolen*]

FUGITIVE MATERIALS

The joint American Library Association and Society of American Archivists session was held on Thursday afternoon, October 3, and chaired by Nancy E. Peace of the Rhode Island Historical Society. The topic was "Fugitive Materials," or the problems of acquisition, storage, and retrieval of ephemeral documents such as broadsides, scrapbooks, pamphlets, manuscript genealogies, trade cards, and menus. Robert Armstrong of the University of Nevada spoke from his experience in searching for early Nevada imprints in manuscript collections and in records such as the territorial papers. He urged archivists to be more conscious of printed material within collections and develop means of guiding potential users to them. He encouraged archivists to note the existence of printed materials in finding aids, and to adopt the tools and methods of conventional book librarians in order to provide adequate guides for scholars.

J. R. K. Kantor, University Archivist of the Univer-

sity of California, discussed the bibliographic and physical control of ephemeral materials. He emphasized that form as well as content could cause archival headaches. He discussed the pros and cons of removing or not removing ephemeral material and suggested in such cases that "a healthy pragmatism" is frequently an "archivist's best friend."

Jean F. Preston of the Huntington Library discussed examples of handling ephemera in that repository. For example, in the Huntington Library's Rare Book Section, there is a classification known as "Ephemera" which is basically printed items that are arranged by broad subject groups. Ephemera which remain within collections is then cataloged so that it can be found. [*Carolyn H. Sung*]

DOCUMENTING AMERICAN CULTURES: THE PHOTOGRAPHER'S EYE

The session entitled "Documenting American Cultures: The Photographer's Eye" was held Thursday morning under the chairmanship of Henry G. Wilhelm of the East Street Gallery. The first speaker, William Stott of the University of Texas at Austin, gave a slide presentation to illustrate various approaches to the study of visual media–affective, esthetic, moral, mythological, cultural, psychological, biographical, art historical, and philosophical.

John Phillips, a working photographer and proprietor of the Baldwin Street Gallery, Toronto, described the qualifications which he felt archivists should seek when hiring photographic curators. A good curator should be interested first in the subject he has been chosen to document, and only secondarily interested in photography as art. Mr. Phillips also showed a motion picture he made to document the changing character of the inner city neighborhood in which he lives.

The third speaker, John Schott of the University of Michigan, urged archivists to recognize the importance of photography in fixing people's awareness of history. When the archivist selects photographic images for preservation and inclusion in his collections, his very choice colors the way future generations will view a particular event or period in history. Mr. Schott's remarks generated a lively discussion and argument from those who felt that an archivist's role can and should be totally objective.

[*Harriet W. Aveney*]

QUANTITATIVE APPROACHES TO HISTORY: IMPLICATIONS FOR ARCHIVISTS

At the session on Friday morning, October 4, Chairman Samuel P. Hays of the University of Pittsburgh introduced John Modell of the University of Minnesota who spoke on "The New Social History." He challenged the principle of provenance, contending that since social historians are to be broadly descriptive of how people live and to tie this to long term social processes, their research needs cut across the principle of provenance. They are primarily concerned with the agency's transactions and finding out about their clientele.

Jerome Clubb, Director of the Historical Archives, the Inter-university Consortium for Political Research, and Professor of History at the University of Michigan, stated in his paper "Developing Trends in the New Political History" that in the field of new political history much useful work being done by non-historians. With broadened scope and perspectives, researchers in this field are becoming more sophisticated and more analytical and are using a wider variety of source material. These developments present problems, including an increased cost of conducting research and a growing insistence on preservation of a larger percentage of records at a time when both the volume and new forms of records are increasing. In addition, researchers in the new political history may require radically new approaches to arrangement and description of records as well as access to sensitive material.

In his paper "The Archivist and Quantitative History," Meyer Fishbein, National Archives and Records Service, voiced the archivist's concern with providing sources for future research on the basis of present research and his interest in meeting the problems and challenges brought by the quantifiers of history. He stated that early availability of space in the National Archives made possible the retention of many records now desired by quantifiers which otherwise would have been approved for destruction; at present, however, the cost of storing materials must be carefully weighed against the probabilities of future research. More recently archivists have responded to the challenges brought by developments in computer technology and the questions raised concerning preservation of input data and machine readable records. Mr. Fishbein contended that archivists do not significantly lag behind changes in historical research, but in some cases anticipate them. In the discussion which followed, questions were raised concerning problems of sampling and whether data should be kept in raw form or could be successfully transferred to microfilm or computer tapes.

[*Anita Nolen*]

ARCHIVAL SECURITY: THREATS AND SAFEGUARDS

Sylvie Turner, John F. Kennedy Library, Chairwoman, stated at the Friday afternoon session on October 4 the committee's consideration in including this session on the program. It was felt that publicizing theft would reduce, if not eliminate, its occurrence.

Philip P. Mason, Wayne State University, the main speaker, opened his remarks with the statement that nothing had been published on the subject of security or thefts; however, all other aspects of the SAA program had received publicity. Now it is time to deal with the matter of collection security. Some of the problems that make archival security difficult are the integrity of the scholarly researcher, the bulk of material, the lack of control, and evidence or proof of theft. He then examined the motives for manuscript or records theft, the major ones of which were self possession, kleptomania, convenience, profit (majority of losses attributable to this motive), desire to purge collection or record, and public and Government regulatory use of record.

Mr. Mason stated that steps taken to strengthen security must include (1) giving more attention to those hired–securing trained staff while remaining alert for conflicts of interest and restricting staff access; (2) examining a researcher's credentials, and supervising his use of material; (3) careful marking or identifying of material and using microfilm in lieu of original. He suggested that the Society could help or promote further security by (1) establishing a national register of stolen or missing materials, to be kept confidential if so requested; (2) publishing lists of thefts, distributed to dealers in addition to universities and professional organizations; (3) providing data on proposed security standards including legally approved plans of action to deal with theft; (4) applying for grant of funds to provide for service needs in this area; and (5) providing security manual.

Carolyn Sung, Library of Congress, and Edmund Berkeley, Jr., University of Virginia, followed as commentators, both relating incidents of theft in their respective institutions. Mrs. Sung reviewed the Frankfurter Papers case. Mr. Berkeley briefly described losses not isolated to one collection but several and millions of pieces.

[*Carolyn H. Sung* and *Ida F. Wilson*]

ANNUAL BUSINESS MEETING AND PRESIDENTIAL BANQUET

At the annual Business Meeting on Wednesday afternoon, Gerald Ham, SAA President for 1974-75, announced the appointment of Ann Morgan Campbell, former National Archives and Records Service Branch Archivist at San Bruno, Calif., to the new position of Executive Director of the Society. Carolyn Sung, Chairman of the Nominating Committee, introduced James B. Rhoads, Archivist of the United States, as the 1975 President of SAA, and Elizabeth Hamer Kegan, Assistant Librarian of Congress, as the recently elected Vice President and President-elect. Newly elected Council members J. Frank Cook, Archivist of the University of Wisconsin, and James K. Kantor, University of California, were seated. New members of the Nominating Committee were also presented to the membership.

At the Presidential Banquet on Thursday evening, Mr. Ham delivered a challenging address on the topic, "The Archival Edge." Wilfred I. Smith, immediate past SAA President and Chairman of the Professional Standards Committee, announced the selection of nine new fellows of the Society. Honored were Richard C. Berner, University Archivist, University of Washington; H. B. Fant, formerly of the National Archives and the National Historic Publications Commission; Elsie F. Freivogel, Office of Educational Programs, National Archives; Robert S. Gordon, Manuscript Division, Public Archives of Canada; Ruth Walter Helmuth, University Archivist, Western Reserve University; John M. Kinney, Director of the State Archives, Texas State Library; Paul A. Kohl, retired Regional Director of the National Archives in Seattle and San Francisco; Walter Rundell, Jr., Chairman of the History Department, University of Maryland; and Edward Weldon of the National Archives, editor of the *American Archivist*.

Herman Kahn, Associate Librarian for Manuscripts and Archives, Yale University, Chairman of the Committee on Awards, presented several awards. The Distinguished Service Award, which recognizes archival institutions whose outstanding work has brought credit to the profession, was awarded to the South Carolina Department of Archives and History, and was accepted on its behalf by its director, Charles E. Lee.

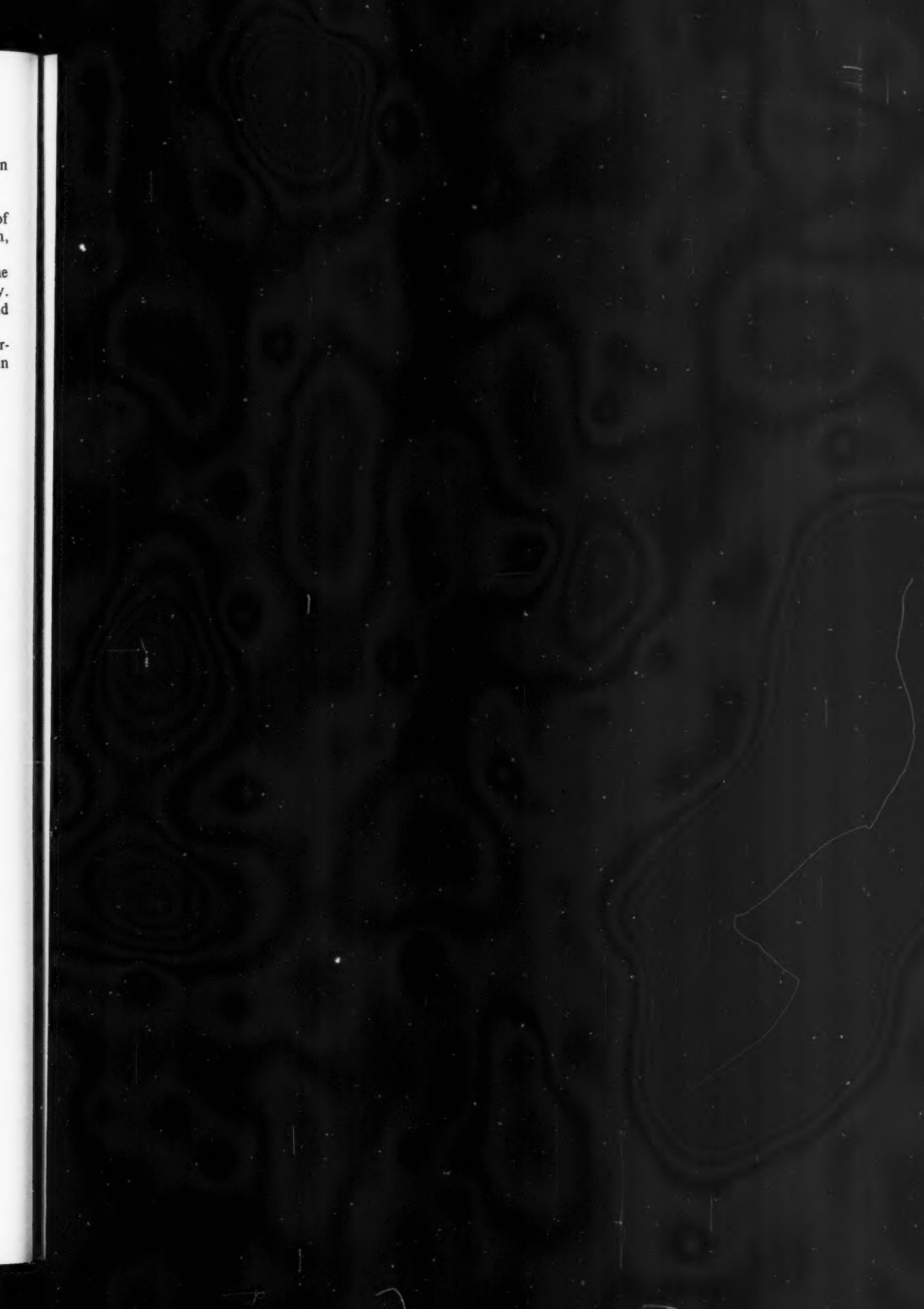
The Waldo Gifford Leland Prize, awarded to the author of an outstanding published work, was shared by two British publications: *A Guide to Manuscript Sources for the History of Latin America and the Caribbean in the British Isles*, edited by Peter Walne, and *Enjoying Archives* by David Iredale.

Clark Nelson was awarded the Gondos Memorial Award in recognition of the material that he con-

tributed to the Technical Notes Section of the *American Archivist* during the past year.

David W. Hirst, Associate Editor of the Papers of Woodrow Wilson, Princeton University, received the Philip M. Hamer Award. This award is given annually to a junior editor who has done distinguished work on a documentary publication project sponsored by the National Historical Publications Commission.

The Sister M. Claude Lane Memorial Award, established recently by the Society of Southwest Archivists to recognize accomplishment in the area of church archives, was given to Melvin Gingerich, former archivist of the Mennonite Church.

There was also a joint session of the SAA with the Association de Archivistes du Quebec on Friday. Special tours were arranged for Friday afternoon and for all day Saturday for those who could stay.

The 39th Annual Meeting of the Society of American Archivists will be held October 1-4, 1975, in Philadelphia, Pa.